

**WALSALL COLLEGE
MINUTES OF A MEETING OF THE STUDENT VOICE COMMITTEE
HELD ON THURSDAY 10 MARCH 2022 AT 1230 HRS
VENUE: HB 201**

PRESENT:	Charlotte Bosworth Malissa Clarke Rani Sahota Aisling McGowan Leah Brookes	Chair SU President and Student Governor Staff Governor Staff Governor Student Governor and SU HE Rep
TOGETHER WITH:	Dave Wheeler Helen Griffiths Jo Hughes Sasha James Richard Brennan David Turner Aldrich Gonsalves Rebecca Bowater Alison Buick	Governor Student Engagement Officer Tutorial Coordinator Student Engagement Officer Assistant Principal Curriculum Assistant Principal Quality and HE YSA Apprentice Quality Assurance Manager Head of Governance
STUDENTS	Katriona Hedmin Aadam Motara Caleel Benjamin Abigail Salt Sophie Page Maria Diaconescu Kashaan Ahmed Jordan Titley Sam Jarvis Logan Wareham Hayden Kelly Christopher Pardoe Asif Patel George Zielinski-Ball	L2 Motor Vehicle Maintenance and SU Officer L2 Public Services and SU Deputy President L2 Creative Media Skills and SU Officer L3 Music L3 Cookery Law L2 Art and Design Supported Internship L2 Computing L2 Media L2 Esports L2 Esports Protective Services L1 Computing

APOLOGIES Fiona Macmillan, Jaswinder Dhillon

09.22 CHAIR'S WELCOME

The Chair thanked everyone for attending and welcomed them to the meeting. It was very pleasing to see so many students attending the first face to face meeting in two years.

Introductions were made to all staff present.

10.22 MINUTES

The minutes of the last meeting held on 26 November 2021, having been circulated, were taken as read and approved.

11.22 MATTERS ARISING

The Action Points record was reviewed and the following were noted:

Item 03.22.1

The first meeting of the new teaching and learning group was being held later in the week and the topics to be considered were outlined. The Chair requested that an updated be provided after the meeting and this was **agreed.**

**Assistant Principal
Curriculum**

Item 03.22.2

The new student voice focus group had met on 21 January and had discussed the food hall. New signage had been installed. The next meeting on 17 March would be considering the student lounge, and then on 24 March there would be a further meeting to discuss the food hall. The Assistant Principal Curriculum would ensure that the meetings were publicised to maximise attendance.

The Chair asked what changes had been made in the food hall to date, and these were explained. Students commented that the changes had been positive. There was a discussion about the staff that attended and a suggestion that the kitchen supervisor be invited. The Assistant Principal Curriculum would ensure appropriate attendance and feedback to other staff.

Assistant Principal Curriculum

Item 03.22.3

Work on sustainability was in progress and contact had been made with the University of Worcester.

Item 04.22

The Assistant Principal Quality and HE, Student Union President and HE Development Manager had met as agreed. Several ideas had been shared that were relevant to both FE and HE students. Changes were being made to the HE tutorial experience

Students discussed the differences between FE and HE study, and that without support some students did find this difficult. The SU HE rep was holding drop in sessions for HE students and these were well attended.

The Assistant Principal Curriculum acknowledged that there was more work to do to ensure that the support structure for HE was clear from the start of the academic year, and that students understood how it differed to FE study. Students suggested an HE 'taster day' may be helpful.

Item 05.22

The Head of Student Services had recently left the college and the meeting with the SU President had not taken place. The Assistant Principal Quality and HE would pick this up.

Assistant Principal Quality and HE

12.22 STUDENT CONFERENCE

The Tutorial Coordinator gave an update on the plans for the conference on 31 March, which included:

- The range of people attending and facilitating sessions;
- That the event was being student led with input from the SU;
- 75 students had registered to attend so far;
- The event would be face to face but with some elements live streamed into classrooms;
- That there would be a separate event planned for HE and adult students;
- Guest speakers included Steve Frampton, AOC Lead for sustainability, and Lyfe Proof (an organisation that provided support for mental health and wellbeing);

The Deputy SU President commented on his involvement with Lyfe Proof and the input they would have to the conference.

There was a discussion about allocation of places at the conference and the need to ensure representation from all campuses. Places had been allocated for students at each campus and could be booked via their tutor so that numbers were managed.

Students commented on the need for the SU to be more visible at campuses other than Wisemore. The SU did not have any rooms or an office anywhere other than Wisemore. It was agreed that the Tutorial Coordinator would discuss this with the SU outside of the meeting.

Tutorial
Coordinator

13.22 STUDENT UNION PRESIDENT'S REPORT

The Student Union President introduced herself to all attendees and presented her report. The following were noted:

- Recent external speakers that had attended college;
- HE student drop in sessions ;
- Food hall focus group;
- LGBT history month;
- Craft club;
- Time to talk day;
- Young Driver / Passenger Road safety awareness campaign;
- Work to promote sustainability;
- Upcoming events.

The Chair thanked the President for her report. It was clear that the Union continued to be very active and to provide a range of experiences for students.

Questions and comments were invited.

The President noted that the SU team were trying to hold as many events as possible to engage students. The officers with specific remits, such as HE and LGBT, had groups of students that engaged with them, which worked well.

It was agreed that this year's SU Exec team was strong and that the momentum built needed to be maintained, so that student voice continued to be enhanced. Ways in which this could be achieved would be considered and would be linked to the next agenda item.

14.22 STUDENT VOICE - NEW STRATEGY AND PLANS

The Assistant Principal Quality and HE explained that student voice was a high priority for the college management team and that it was a key part of many agendas, including EDI, sustainability and quality of teaching and learning.

Unfortunately, the post of Head of Student Services was currently vacant. However, this did give an opportunity for the role to be re-evaluated and re-shaped with a new job description. The Assistant Principal would seek to involve the SU President in this. He aimed to have made an appointment by 31 May 2022. It was suggested and agreed that at least one student be part of the interview panel.

Assistant Principal
Quality and HE

Assistant Principal
Quality and HE

The Chair commented that the safeguarding and wellbeing element of the Student Services role had grown and therefore that management needed to ensure that there was sufficient capacity within the role to cover all other important areas that were part of the remit.

The Assistant Principal noted the 'Seven ways to have your say' concept, which was now deemed to be outdated and needed a refresh. It was also the case that the student voice website needed more work, as not all students knew about it, despite it holding a wide range of useful information.

Examples of information on the website were shared on screen.

The SU President suggested that the 'seven ways' be reduced to two – online and in person. A student suggested a competition to come up with a new branding concept and this was agreed. The SU President would discuss with this with the Assistant Principal.

SU President and
Assistant Principal
Quality and HE

There was a discussion about the variety of communications routes for students, including via the reps system, surveys and online. It was felt that there were too many and this needed to be reduced.

The Assistant Principal also commented on the student voice action plan, which recorded all feedback from all sources. This was regularly reviewed. In the year to date there had been 243 individual items recorded.

SU officers asked if they could have their own individual areas within the central system to record their activities. This would be helpful to share with students and also to pass on to future SU officers as part of handover. This was **agreed**.

Tutorial
Coordinator

The Assistant Principal thanked the Tutorial Coordinator for her work in promoting and recording the student voice activities.

The Tutorial Coordinator commented on the work of the YSA apprentice in four colleges and he was asked to comment on aspects of student voice from these. The YSA apprentice responded that many colleges struggled to have meaningful student voice and student rep engagement, but that there were some areas of good practice that could be shared.

There was a discussion about staffing in Student Services. The Assistant Principal Quality and HE confirmed that the staffing would be reviewed once a new Head had been appointed.

15.22 FINAL COMMENTS

The Chair invited final comments and the following were noted:

- The date of the HE and adult student conference would be confirmed as soon as possible;
- The Chair would be attending some of the forthcoming SU meetings;
- The HE Rep was planning two surveys, on sustainability and student voice, so would share the results of these at a future meeting;
- The Assistant Principal Quality and HE thanked all students in attendance for their dedication to student voice and noted that the discussion had been vibrant and at a higher level to support to support the college's strategic thinking;
- A college Governor in attendance noted that the meeting had been inspiring'.

16.22 DATE AND TIME OF NEXT MEETING

Thursday 26 May 2022 at 1230 hrs. Venue to be confirmed.

The meeting ended at 2pm